

# Wilbraham Public Library Board of Trustees Meeting - June 15, 2021

**In attendance:** Jim Jurgens, Marjorie Williams, Linda Dagradi, Brenna Levitin, Cheryl Wesolowski, Karen Grycel, Karen Demers *ex officio*

Meeting called to order at 5:36pm by Jim Jurgens. Meeting held in-person in the Children's section of the library.

Minutes from May 25, 2021 reviewed and approved pending addition of Karen Demers to attendance list.

## **Chairman's report**

- State of emergency ended in MA today; this might have financial implications for FEMA reimbursements, etc for the library.

## **Board items**

### **Reorganization**

Jim Jurgens wishes to step down from the Chairperson role.

Marjorie Williams motions to nominate Linda Dagradi for Chairperson, Brenna Levitin for Secretary, Karen Grycel for Treasurer for the upcoming year (2021-22). Motion seconded by Cheryl Wesolowski.

**Motion passed by unanimous vote.**

## **Library Director's report**

### **Reopening**

- No problems with patrons objecting to mask policy changes
- Self-check holds are a new adjustment, staff is instructing patrons on using self-check machine or MeScan app
- Puppets and some toys still not available yet in Children's area
- Continuing to do curbside 2 days/week (W/F)
  - Discussed the importance of continuing this regardless of COVID because it increases accessibility of library resources.
  - Physical spacing comments:
    - Change cones to something more permanent?

- When the parking lot is resurfaced (next FY), talk to the DPW about painting lines on the ground to indicate traffic flow?

## **Eagle Scout Projects updates**

- **Food pantry project**
  - Food pantry boxes have been installed in curbside pickup area, along with signage (some signage from Eagle Scout, some added by Karen D)
  - Karen D needs to do a press-release announcing it's open
  - There are issues with bees in the area. The box has been sprayed once, and it may need to be sprayed again
  - It's open for donations of non-perishables and canned goods
  - It's open for taking donated foods
- **Flag project**
  - Veterans' services (Jered) will come to empty as needed

## **Programming**

- **Summer reading**
  - Entirely online
  - No storytimes in the building
  - Beanstack app— 3rd year using it, so participants keep accounts (don't need to make new ones if they've participated before)
- **Farmers Markets**
  - Karen Demers has been there for the last 2 weeks in a row
  - Tent just arrived
  - Friends of the Library will also share tent space, specifics still TBD
  - Thursdays, set up at 9am, market open 10-2pm
  - Food trucks every other week
  - Other nonprofits are also there, including one that works with fuel assistance

## **Friends of the Library report**

- Working on their budget which determines future programming but still in progress
- Cheryl went to their monthly & annual board meetings (happened consecutively) on June 8, 2021
- Booksale in November
- Art show in October
  - Any members of the Friends can display/sell art
- Savers (West Springfield) fundraising program
- Looking to increase size and diversity of the board
  - Younger Friends members
  - To help attract members with young kids, meetings are now moved to 6pm
  - 2nd Tuesdays at 6pm, Sept - June
- They want to establish scholarship with some endowment money

- They're going to publicize programs & events in the newspaper and in various Facebook groups
- Developing discount card for members, Rice's has already signed on
- Ending balance \$315,018.83 in Memorial Endowment Fund
- No disbursement until calendar year 2022
- New liaison since Cheryl can't make the new time: shared between Marjorie and Karen Grycel (and possibly others)

## **Building/renovations**

### **StoryWalk update**

- More progress made on trimming trees, still more to be done
- Next: need to get stone dust to be put down by contractors
- Tonya has taken the lead on this
- Tonya mentioned there may be pushback from public that DPW is working on StoryWalk
- Beginning of path is walkable
- Some poison ivy mitigation will be DPW, other will be contracted out
- Grant from Community Association for 10 titles
- Benches along the StoryWalk have not yet been ordered
  - Benches can be opportunity for fundraising— donate to commemorate benches
  - Several patrons have asked about making donations in memory of others, Karen D has told them opportunities upcoming, details TBA

### **Misc landscaping**

- Karen Demers is meeting with Sam next week about ongoing landscaping & building maintenance
  - Limbs overhanging the roof
  - Invasive species mitigation
  - Soffits
  - HVAC
- Concerns over smaller landscaping— annuals, shrubs, general visual impact of gardens
  - Garden club takes care of front baskets and wreaths
  - Ask kids from Lower Pioneer Valley Educational Collaborative to help with planting of smaller annuals, shrubs, etc?

### **Library Improvement Fund for Tomorrow, Inc (LIFT, Inc)**

- ~\$26k or 28k remaining, now in the Library's "gift" account
- Soundproof panelling ~\$15k at last estimate
- More interior lights?
- Smaller landscaping (small plants, annuals, etc)?
- Threshold for capital expenses may get changed to \$20k (is currently \$10k)-- timing unknown, Karen D will let us know

- This might affect which projects can be considered capital expenses (and thus don't need to come out of the LIFT money)
- No concrete decisions on spending any money were made, the conversation will be picked back up at September meeting

**To thank the Master Gardeners for their help with landscaping labor and expert advice**

- Donate a book to the library with a bookplate in their honor and write up something in the newspaper
- Book suggestion: [New England Wild Flower Society's Flora Novae Angliae](#)

**Misc**

- Stop & Shop on Boston Rd giving \$1 for each "Give Back" bag bought to Friends of the Library (Boston Rd location only)
- Acquisitions in library tech world have implications for digital library resources, changes TBA

Linda motioned to adjourn, Cheryl seconded. Meeting adjourned at 7:10pm.